



CITY OF HOUSTON

Job Posting

1	<i>Applications accepted from:</i>	All Persons Interested
2	<i>Job Classification</i>	TECHNICAL HARDWARE ANALYST II
3	<i>Posting Number</i>	PN# 102031
4	<i>Department</i>	INFORMATION TECHNOLOGY DEPARTMENT
5	<i>Division</i>	Network Data/Voice
6	<i>Section</i>	LAN Support
7	<i>Reporting Location</i>	611 WALKER
8	<i>Workdays & Hours</i>	M - F, 8 a.m. - 5 p.m.*
		*Subject to change

9 **DESCRIPTION OF DUTIES /ESSENTIAL FUNCTIONS**

Performs complex, skilled technical work in the installation, operation, maintenance and repair of data communications equipment and computer hardware. Assists in the development, installation, maintenance, and administration of the City’s local and wide-area-network infrastructures. Diagnoses data communications system failures, and operates test equipment to isolate software, hardware, circuit or cable related problems. Interfaces with vendors to resolve problems with various types of data communications facilities. Evaluates network designs to make recommendations for improvement in performance. Maintains statistical reports on project status and inventory. May lead other technical hardware analysts. Performs other duties as assigned.

10 **WORKING CONDITIONS**

The position routinely requires lifting of moderately heavy items up to 40 lbs. and/or very long periods of walking on rough surfaces on a routine basis.

11 **MINIMUM EDUCATIONAL REQUIREMENTS**

Requires an Associate’s degree in a computer science or electronics discipline or the equivalent such as certification in a technical / specialty program. Experience may be substituted on a year- for- year basis.

12 **MINIMUM EXPERIENCE REQUIREMENTS**

Two (2) years of experience in the design, installation, operation and / or maintenance of a computerized data communications network.

13 **MINIMUM LICENSE REQUIREMENTS**

Valid Texas Class “C” Driver’s License and compliance with the City of Houston’s policy on driving (AP 2-2).

14 **PREFERENCES**

Preference will be given to applicants with a Cisco CCNA certification or higher.

15 **SELECTION/SKILLS TESTS REQUIRED** None

16 **SAFETY IMPACT POSITION** X Yes ? No

If yes, this position is subject to random drug testing and if a promotional position, candidate must pass an assignment drug test.

17 **SALARY INFORMATION**

Factors used in determining the salary offered include the candidate’s qualifications as well as the pay rates of other employees in this classification. The minimum to midpoint of this salary range is:

Salary Range - Pay Grade 21
\$1,211.00 - \$1,660.00 Biweekly \$31,486.00 - \$43,160.00 Annually

18 **OPENING DATE** December 15, 2004

19 **CLOSING DATE** Open until filled

20 **APPLICATION PROCEDURES**

Original applications only are accepted and must be received by the Human Resources Department during posting opening and closing dates shown, between 9:00 a.m. and 4:30 p.m. at 611 Walker, 1st Floor. Successful candidates will be notified of their application status. **All new and rehires must pass a pre-employment drug test and are subject to a physical examination and verification of information provided. If assistance is needed, our TDD phone number is (713) 837-9496.**

An equal opportunity employer